



DAVID SANDERS, PH.D.
Director

County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES
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Fifth District

April 5, 2005

Dear Prospective Proposer:

RE: ADDENDUM NUMBER ONE TO THE REQUEST FOR PROPOSALS FOR FAMILY SUPPORT, FAMILY PRESERVATION AND ADOPTION PROMOTION AND SUPPORT SERVICES, RFP #CMS-04-024/04-025

The County of Los Angeles, Department of Children and Family Services (DCFS) is issuing this Addendum Number One to the Request for Proposals (RFP) for Family Support, Family Preservation and Adoption Promotion and Support Services, RFP #CMS04-024/04-025. Pursuant to the RFP, Part B, Instructions for Submitting Proposals, subsection 6.4, this Addendum Number One provides changes to the RFP.

1. RFP, INTRODUCTION, Section 5.0, subsection 5.1.2 is amended to read as follows:

5.1.2 Proposers submitting a proposal for FS shall submit a proposed annual budget for not less than \$130,000 and not greater than the SPA or County-wide Service Category allocation for the proposed SPA or County-wide Service Category for each fiscal year, **to serve the total population in that particular SPA, or County-wide Service Category.**

2. RFP, INTRODUCTION, Section 5.0, subsection 5.2.2 is amended to read as follows:

5.2.2 Proposers submitting a proposal for FP shall submit a proposed annual budget for not less than \$350,000 and not greater than the DCFS office boundary or County-wide Service Category allocation for the proposed DCFS office boundary or County-wide Service Category for each fiscal year, **to serve the total population in that particular DCFS office boundary or County-wide Service Category.**

3. RFP, INTRODUCTION, Section 5.0, subsection 5.3.2 is amended to read as follows:

5.3.2. Proposers submitting a proposal for FP shall submit a proposed annual budget for not less than \$220,000 and not greater than the SPA or County-wide Service Category allocation for the proposed SPA or County-wide Service Category for each fiscal year, **to serve the total population in that particular SPA or County-wide Service Category.**

4. RFP, INTRODUCTION, Section 6.0, MINIMUM REQUIREMENTS TO QUALIFY AS A PROPOSER, subsection 6.1.1 is amended to read as follows:

6.1.1 Proposer must be a **public entity, or a** non-profit social service organization founded for religious, charitable or social welfare purposes and is tax exempt under 501 (c) of the Internal Revenue Code.

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5. RFP, INTRODUCTION, Section 7.0, Timeline, is deleted in its entirety and replaced by the following:

RFP Release Date.....	March 25, 2005
Proposers Conference (Highly Recommended)	April 04, 2005
Deadline to submit a request for a Solicitation	
Requirements Review	April 04 08 , 2005
COUNTY Issues Responses to Questions.....	April 11, 2005
<u>Deadline for Proposal Submission is 12:00 noon, P.S.T.</u>	April 29, 2005
Proposal opening will take place at DCFS Contracts Administration, 425 Shatto Place, Room 400 Los Angeles, CA 90020, beginning at 2:00 P.M.....	April 29, 2005
Notice of Disqualification for Non-Responsiveness.....	May 06, 2005
Deadline to submit a request for a Disqualification Review.....	May 11, 2005
Notice of Tentative Contractor Selection	May 18, 2005
Deadline to submit a request for a Debriefing	May 23, 2005
Notice of Debriefing Results	May 31, 2005
Deadline to submit a Proposed Contractor Selection Review	June 07, 2005
Notice of Proposed Contractor Selection Review Results.....	June 13, 2005
Submission of Contract(s) Award Recommendation to The County of Los Angeles Board of Supervisors (Board Meeting on June 07, 2005)	June 16, 2005
County Board of Supervisors Hearing Date	June 21, 2005
Anticipated Contract Start Date	July 01, 2005

All other dates in the Family Support, Family Preservation, Adoption Promotion and Support Services RFP timeline remain unchanged including the deadline for proposal submission.

6. RFP, Part C, SELECTION PROCESS AND PROPOSAL EVALUATION CRITERIA, subsection 1.5 is amended to read as follows:

- 1.5 A recommendation to award an Agreement to the highest scoring Proposer, provided the highest score is greater than 75% based on a ~~400,000~~ **10,000** point scale, will be made to the Board of Supervisors, which by law must exercise its judgment and discretion concerning the selection of proposals and the terms of any resultant Agreement. In addition, the COUNTY has the option, in its sole discretion, to reject all proposals submitted in response to this RFP.

Sincerely,

Walter Chan, Manager
Contracts Administration

WC:RML:es